

MEMORANDUM

TO: Jeremy DeCarli, Planning and Zoning Official

FROM: David E. Cox, Town Manager

DATE: December 17, 2019

SUBJECT: Potential Sale of 20 E High Street – Town Hall

Pursuant to our discussions, please consider this as a request for the Planning and Zoning Commission (Commission) to consider and provide a report to me on behalf of the Town Council and Town Meeting regarding the potential sale of 20 E High Street, East Hampton, which is currently in use as the Town Hall. As the attached material indicates, the Town Council has conditionally accepted an offer in the amount of \$316,000 for the purchase of such property by James Calciano, and/or his assigns, subject to the terms and conditions of the attached Real Estate Contract and addendum dated December 10, 2019, and as may be amended or restated by a final contract prior to closing having substantially the same terms and conditions.

The Commission is requested to provide review in accordance with section 8-24 of Chapter 126 of the Connecticut State Statutes, which states, in relevant part, “[n]o municipal agency or legislative body shall ... (2) locate, relocate, substantially improve, acquire land for, abandon, sell or lease any airport, park, playground, school or other municipally owned property or public building..., until the proposal to take such action has been referred to the commission for a report.” (Emphasis added).

The property is currently in the C Zone: Commercial consisting approximately .9 acres of land and a two-level building of approximately 12,300 square feet. It is advertised as having 30 parking spaces. As the Town Hall, the use is primarily a professional office with a large meeting room used for public meetings and other gatherings. The lower level includes secure spaces for housing of detainees and the building includes two (2) built-in vaults for secure storage of documents. While in Town ownership, the property has been exempt from property taxes. In the future, there is no know plan for demolition of the existing building and it is anticipated that the property will be reused as private offices for one or more entities although no proposal or comment on future use has been received. It is expected that the property will be returned to the tax rolls upon transfer to private ownership and use.

The Town Council is expected to take final action to send this matter to the Town Meeting at the Council’s meeting on January 14, 2020. It is the desire for the Commission to have provided its report prior to that meeting so the Council may benefit from the Commission’s input.

Please contact me if you need further information.

DC

Attachments